

**Minerva Public Library
Board of Trustees Meeting Minutes
September 24, 2014**

Attendance

Trustees Louanne Kiko, Rebecca Miller, Richard Rutledge, Diane Ruff, and Phil Zbasnik; Library Director Tom Dillie, Fiscal Officer Mary Jane Smith.

Call to Order

The meeting was called to order at 6:35 p.m. in the Library Board Room.

Adjustments to the Agenda

None

Public Participation

None

Minutes: Louanne Kiko moved and Phil Zbasnik seconded the motion to approve minutes of the August 27, 2014 Board Meeting as presented. The motion passed unanimously.

Old Business

Sewer Repair Update: Repairmen from Humbert Sanitary came out on 09/18 to pull the sump pump in the furnace room and figure out why it didn't work. They discovered that the pump was fine, but that it was not wired correctly into the controller and therefore has never worked since it was installed. They rewired the connections, tested the pump, and it is now in order. They also took photographs and measurements of the backflow preventer and will get back to us with a date for installing the shut off valve.

Fiscal Officer's Report

Monthly Financial Reports: Louanne Kiko moved and Rebecca Miller seconded to accept the Monthly Financial Reports for August, 2014. The motion passed unanimously.

PLF Distribution: The September distribution was \$50,255.67, down 6.4% from last September, and down 5.4% year to date.

Unique Management: Unique Management's August invoice was \$71.60 for 8 placements.

Reallocated Appropriations: None

Investments: A CD in the amount of \$100,452.25 with an interest rate of 0.30% matured on 9/6/14 and was reinvested in a 20- month CD with an interest rate of 0.50%.

New Business

Logo Redesign: The Ohio Public Library Information Network (OPLIN) which hosts and supports the library's website, has urged the library for some time now to come up with a simple logo that will read well on mobile devices. Director Dillie asked Susan Crawford to work on this, and she came up with a good idea. The Board reviewed the proposed logo and suggested using the capital "M" from the existing log as the basis for the new one. Director Dillie will work with Susan on a new design.

Stark County PLF Distribution: A copy of the 2015 distribution calculation is included in the packet. The table shows the percentage for all seven libraries for 2013-2015. 2015 will be the second year in which the new formula affects the percentage. There was general discussion about the new formula. Director Dillie pointed out that Minerva has seen a small drop in its share of the county PLF this year and will next year as well. It will be two years before the distribution is calculated entirely under the new formula. The PLF revenue from Carroll and Columbiana Counties is distributed based on a fixed percentage.

Hoopladigital: The library now provides downloadable and streaming music, videos, and audiobooks to MPL patron through the Hoopla service.

Merchandise: The library now has earbuds and flashdrives available for patrons to purchase.

Correspondence

The library received a copy of a letter by a local resident sent to Gary Chaddock, Superintendent of Minerva Local Schools, with suggestions on how to better manage the after school traffic in the library parking lot and the number of children who visit the library after school.

Travel and continuing Education: Tom Dillie – OLC webinar - \$20.00
Mary Jane Smith – OPERS webinar – no cost

Director's Report

Richard Rutledge moved and Diane Ruff seconded to accept monthly reports from the Director and the Youth Services Manager. The motion passed unanimously.

Monthly Library Statistics: After being up in July, the August door count was down 7.9% from last year. However, circulation in-house was down again, for the lowest August total in the last nine years. Total circulation, which includes items shipped to other libraries, was down 9.1% for the month.

August Gifts

Restricted Contributions

None in August

Unrestricted Individual Contributions to the General Fund

Fines/Fees/Contributions	\$ 12.00	08/07/2014
Book Prospector	\$ 9.08	08/12/2014
Fines/Fees/Contributions	\$ 9.00	08/18/2014
Fines/Fees/Contributions	\$ 12.25	08/21/2014
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Total Restricted and Unrestricted	\$ 42.33	

In-kind Gifts

anonymous	17 hardcovers; 2 trade paperbacks; 1 mass market paperback; 1 CD
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Adjournment

The meeting adjourned at 7:41 p.m.

The next Regular Board Meeting will be held on October 22, 2014 at 6:30 pm in the Minerva Public Library Board Room.